



National Aeronautics and
Space Administration

Jet Propulsion Laboratory
California Institute of Technology
Pasadena, California

Facilities Construction Briefing Environmental Health & Safety

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Occupational Safety Program Office
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Requirements

- JPL Environmental Health and Safety (EH&S) follows state and federal regulations.
- JPL EH&S also follows NASA requirements which can be more stringent than the state and federal regulations.
- JPL EH&S follows JPL Rules which are written by JPL EH&S and reference state and federal regulations and NASA requirements.
- Subcontractors are informed of the JPL EH&S requirements by the Acquisitions Division document titled “JPL Subcontractor Environmental Health and Safety Requirements”.
- Experience Modification Rate (EMR) data of less than 1.0 Workers Compensation document.



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JPL EH&S Submittals

- Site-Specific Safety Plan that includes a detailed project description that identifies all potential hazards of the project and the methods for eliminating those hazards. Potential hazards include: electrical, chemical, lifting, excavation, confined spaces, asbestos, lead, working at elevation, and etc.
- Injury and Illness Prevention Program (required in California).
- Experience Modification Rate Data.



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Required Permits and Plans

- A **“Lifting Permit”** is required prior to any lifting operation using a mobile crane or other lifting device. The Occupational Safety Program Office (OSPO) and the Systems Safety Program Office (SSPO) reviews the permits and determines if the work may proceed.
- An **“Excavation Permit”** is required before any excavation or trenching occurs. Utility clearance and soil type analysis are required as part of the Excavation Permit process.
- A **“Confined Space Entry Permit”** is required prior to entering any Permit-Required Confined Space. The OSPO reviews these permits and determines if the work may proceed.



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Required Permits and Plans Cont'd

- A written **Fall Protection Plan** is required prior to any work at elevation of 6 feet or greater. The Fall Protection Plan must address the appropriate fall protection equipment, certified anchor points and employee training on fall protection.
- **Material Safety Data Sheets (MSDSs)** are required to be submitted and reviewed by the OSPO and the Environmental Affairs Program Office (SSPO) prior to use on Lab. MSDSs and a written Hazard Communication Program must be available at the job site and all subcontractor employees must be trained and knowledgeable on the products they are using.



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JPL Subcontractor Environmental, Health & Safety Requirements

I. INTRODUCTION

Subcontractor shall take all reasonable measures in the performance of the work under this Subcontract to protect the safety and health of Subcontractor's employees and lower-tier subcontractors, JPL employees, and members of the public who might be affected by Subcontractor's work. This document describes JPL-specific environmental, health and safety requirements ("JPL EH&S Requirements") that Subcontractor must comply with in performing work under the Subcontract.

Subcontractor shall comply with these JPL EH&S Requirements as well as all applicable federal, state and local environmental, health and safety laws and regulations, and any other safety and occupational health measures JPL may reasonably direct during the term of the Subcontract (collectively, "Applicable EH&S Standards"). Subcontractor shall ensure that all lower-tier subcontractors are aware of and in compliance with Subcontractor's approved safety and health program as well as all Applicable EH&S Standards. Subcontractor shall include the substance of this document in all lower-tier subcontracts issued under the Subcontract.

Note: This document is not intended to and does not contain a comprehensive listing of all Applicable EH&S Standards. It addresses how certain Applicable EH&S Standards are specifically applied at JPL. In addition to complying with this document as part of the Subcontract, Subcontractor remains responsible for determining for itself which laws and regulations apply to its work under the Subcontract and for complying therewith.

JPL may notify the Subcontractor in writing of noncompliance with an Applicable EH&S Standard and may specify corrective measures to be taken, which may include suspension of Subcontractor employees and/or lower-tier subcontractor employees from the work site. Subcontractor shall promptly implement any corrective measures and report in writing to JPL on the actions taken.

Unless otherwise indicated in this document, Subcontractor is required to submit all deliverables specified herein, including but not limited to those listed in Section VI, to the JPL Subcontracts Manager.

II. SAFETY REQUIREMENTS

A. GENERAL

1. Subcontractor is responsible for ensuring that its employees and lower-tier subcontractors are aware of the hazards associated with any specific task that will be performed pursuant to the Subcontract. Subcontractors are required to show one of the following Safety Awareness videos applicable to the work/classification to their employees who will perform work at JPL PRIOR to start of work at JPL facilities. See listing:

1. Construction Worker
2. Construction Supervisor
3. Category A/Consultants and all classifications other than Construction

These videos can be accessed at <http://acquisition.jpl.nasa.gov>

2. Subcontractor is responsible for providing all safety equipment and personal protective.



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Sample Site Specific Safety Plan

Project:	JPL Bldg. XX Misc. Repairs Contract # XXXX
Date:	March XX, 2004
JPL Project Manager:	XXXXXX XX-XXX (Office)
JPL Safety Professional:	XXXXXX (818) 354-4433 (Office)
XXXX Project Manager:	XXX XXXX (XXX) XXX-XXXX (Cell)
XXXX Superintendent:	XXX XXXXX (XXX) XXX-XXXX (Cell)
XXXX Safety Officer:	XXX XXXX (XXX) XXX-XXXX (Cell)
JPL Emergency Services:	Dial 911 or 3-3333 from any JPL phone Dial (818) 393-3333 from Outside or Cell Phone